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MICHAEL F. KELLY
COMMISSIONER

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DIRECTOR

**MAINE EMS EXAM COMMITTEE MINUTES
TUESDAY, MAY 19, 1998
MAINE EMS CONFERENCE ROOM, AUGUSTA**

1. Call to Order

A. Introductions

All members of the committee were introduced.

B. Timekeeper - Jacky Vaniotis volunteered as timekeeper.

C. Additions/deletions to the agenda

D. White requested to add "Summer Scheduling of Exam Committee Meetings".

2. Minutes

The April 21, 1998, meeting minutes were reviewed for acceptance

**MOTION: TO ACCEPT THE MINUTES OF THE APRIL 21, 1998, MEETING
(LeBrun; Bahr - Motion Carries).**

3. Old Business

A. Examination process/*Examination Administrators Manual*.

The Committee continued work on the *Exam Administrators Manual* through and including "Answer Sheets" on page seven (7). Work will commence at next month's meeting with the section entitled "*Time Limits*".

B. Intermediate/Paramedic Skill Sheets - Revision

Work continued on the Intermediate/Paramedic skill sheets beginning with *Unstable V-Tach* and continuing through and including revisions to the *Electromechanical Dissociation* skill sheet. Work will commence at next month's meeting with the *Asystole* skill sheet.

Regarding revision of the *Electromechanical Dissociation* skill sheet - after extensive discussion regarding the structure of the skill sheet, **the consensus was to have E. Ekholm research the issue and draft a skill sheet for consideration at next month's meeting.**

Committee members did note a Maine EMS Protocols section in need of correction (on pages Red 15 and 16, item #7). The algorithm indicates a repeat dosage of lidocaine (but does not indicate at one-half the initial dose) and, there is the inference in the protocol that a Lidocaine drip is only started if the PVC's are not suppressed. D. White will bring this to the attention of Jay Bradshaw.

C. Data Collection/Review *Examiner Payment* Draft

D. White distributed copies of the revised *Examiner Payment* sheet for review by the Committee. This item to be considered at next month's meeting.

D. Practical Examination Rotation Record -Update

D. White passed out revisions of the *Examination Rotation* record developed by J. LeBrun. The revised record is separated into BLS and ALS sheets. Committee members were asked to review and to provide comment at next month's meeting.

E. Paramedic Exam

D. White distributed the draft of the revised Paramedic Exam, including the answer key. **Consensus of committee members was to have any comments regarding the exam to D. White by June 5, 1998.**

F. First Responder Curriculum - Examination Consideration - Nothing new to report.

G. Ambulance Attendant/Critical Care Examinations - Nothing new to report.

4. New Business

A. Summer Schedule for Exam Committee meetings.

T. Beals polled the committee as to their preference for Summer meetings. After discussion, **it was consensus of the group to hold a longer meeting in June (9:30 a.m. to 3:30 p.m.) and at that time decide if a July meeting is warranted. It was also consensus of the group to not meet in the month of August.**

5. Next Meeting

A. Set Agenda

Next agenda to include:

Examination process/*Examination Administrators Manual*
Intermediate/Paramedic Skill Sheets
Data Collection Review
Examiner Payment Draft
Practical Examination Rotation Record
Paramedic Exam
First Responder Curriculum - Examination considerations
Ambulance Attendant/Critical Care Examinations

B. Set Date and Time.

The next meeting will be held on Tuesday, June 16, 1998, from 9:30 a.m. to 3:30 p.m. (at Maine EMS in Augusta).

6. Adjournment - The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Drexell White